



**CITY OF SAINT PAUL**  
OFFICE OF THE CITY COUNCIL  
310 CITY HALL  
15 WEST KELLOGG BOULEVARD  
SAINT PAUL, MN 55102-1615  
Marcia Moermond, Legislative Hearing Officer  
EMAIL: [legislativehearings@ci.stpaul.mn.us](mailto:legislativehearings@ci.stpaul.mn.us)  
PHONE: (651) 266-8585 FAX: (651) 266-8574

October 25, 2024

Brian Balsaitis  
o/b/o 925 Magnolia Avenue E LLC  
5544 Harriet Ave  
Minneapolis MN 55419-1830

VIA EMAIL: [thebrianbmail@gmail.com](mailto:thebrianbmail@gmail.com)

Re: Remove or Repair of the Structure at 925 MAGNOLIA AVENUE EAST

Dear Brian Balsaitis:

This is to confirm that at the Legislative Hearing on October 22, 2024, Legislative Hearing Officer Marcia Moermond continued the matter to Legislative Hearing **Tuesday, November 26, 2024 at 9 am in room 330 City Hall/Courthouse (or via phone between 9 and 11 am)** for further discussion as your Performance Deposit has been posted and Code Compliance Inspection application submitted.

**For your reference, the following items need to (eventually) be completed before a grant of time can be given to rehab the property:**

1. If you are intending to have a third party rehabilitate the property, pending transfer of title, the contract used for this transaction will need to be approved by the Legislative Hearing Officer. **Please note that title cannot transfer until the rehabilitation is complete and nuisance abated;**
2. **submit evidence of financing sufficient to complete the rehabilitation.** Staff estimates costs to exceed \$75,000. If total for bids are more than 20% less than staff estimate, a high level of detail will be required. Financing could be business or personal accounts, a line of credit, or construction loan. Other types of financing will be reviewed on a case by case basis;
3. **submit an affidavit indicating the finances will be dedicated to completing the project** and not diverted until a code compliance certificate is issued;
4. **submit work plan, sworn construction statement, or scope of work.** This should include **signed** subcontractor bids which address all items in the Code Compliance Inspection Report and a **schedule** for completion of the project; and
5. **the property must be maintained.**

Samples of these documents can be sent if requested. If you have any questions please email me or contact our office at 651-266-8585.

Sincerely,

/s/

Joanna Zimny  
Legislative Hearing Executive Assistant

c:      Rehabilitation & Removal staff